



Sangamon County Building & Zoning  
**POOL APPLICATION**  
Room 213, 200 S. Ninth Street, Springfield, IL 62701  
(217) 753-6760 or [zoning@sangamonil.gov](mailto:zoning@sangamonil.gov)

**FOR OFFICE USE ONLY**

**PERMIT#:** \_\_\_\_\_

**PARCEL#:** \_\_\_\_\_

**ZONING:** \_\_\_\_\_

**OWNER INFORMATION**

Owner Name: \_\_\_\_\_

Owner Address/Zip: \_\_\_\_\_

Phone#: \_\_\_\_\_

Email: \_\_\_\_\_

**POOL CONTRACTOR INFORMATION**

Name: \_\_\_\_\_

Address/Zip: \_\_\_\_\_

Phone#: \_\_\_\_\_

Email: \_\_\_\_\_

**FENCE CONTRACTOR INFORMATION**

Name: \_\_\_\_\_

Address/Zip: \_\_\_\_\_

Phone#: \_\_\_\_\_

Email: \_\_\_\_\_

**ELECTRICAL CONTRACTOR INFORMATION**

Name: \_\_\_\_\_

Address/Zip: \_\_\_\_\_

Phone#: \_\_\_\_\_

Email: \_\_\_\_\_

## POOL/FENCE INFORMATION

1. Is pool heated? ☐ Electric ☐ Gas ☐ Geothermal ☐ Other \_\_\_\_\_
2. Are you installing concrete patio around pool? ☐ Yes ☐ No
3. Distance of fence to edge of concrete \_\_\_\_\_ **ft.**
4. Height of fence being installed \_\_\_\_\_
5. Height of existing fence \_\_\_\_\_
6. Type of Fence ☐ Wood ☐ Metal ☐ Vinyl ☐ Other \_\_\_\_\_

## POOL/FENCE LOCATION

### POOL INFORMATION

Street Frontage		Length	
Front Setback		Width	
Rear Setback		Depth of pool	
Left Setback		Diameter (above-ground)	
Right Setback			
Stake Date		Estimate Project Cost	
Estimate Start Date		Estimate End Date	
<b>Please attach site plan of scope of work being conducted</b>			

### FENCE INFORMATION

Street Frontage			
Front Setback			
Rear Setback			
Left Setback			
Right Setback			
Stake Date		Estimate Project Cost	
Estimate Start Date		Estimate End Date	
<b>Please attach site plan of scope of work being conducted</b>			

**Please draw a site plan including the following:**

- 1. Indicate the pool and fence and how far away they sit from property lines.**
- 2. Show location of all gates and doors accessing the pool area.**
- 3. Show other structures on parcel and distance from proposed pool and fence.**
- 4. Show septic field location, if applicable.**
- 5. Show distance of pool from house.**
- 6. Show distance between edge of pool and/or pool wall to fencing, if applicable.**
- 7. Show location of underground and overhead electrical lines and location of electrical panels.**

**Please indicate the North point.**

**ATTN:** The swimming pool cannot be filled with water until after all fences, gates, and door alarms have been installed and are in operating conditions.

I certify that I am the owner or representative of the property which is the subject of this application, I hereby consent to the making of this application and the approval of the plans submitted herewith. I further consent to the inspection of this property in connection with this application as deemed necessary by the County agency. As the property owner or representative I assume the responsibility of locating any property lines, setback lines, easements, right of way, flood areas, etc., any construction within these areas may result in removal at the owner's or representative's expense. A Zoning Permit is valid for a period of six (6) months from date of approval and construction must commence and be worked on diligently thereafter or this permit may be canceled upon notification by the Zoning Administrator unless a written request is submitted to the Zoning Department within fourteen (14) days prior to expiration.

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Applicant Signature

Applicant Printed Name

Date

Applicant is: ☐ Building/property owner ☐ General Contractor Representative ☐ Tenant  
☐ Other \_\_\_\_\_

If not the property owner, an affidavit is required with parties signatures (owner/s and contractor) stating aware that a building permit is being applied for.

**\*\*Additional permits will be required and must be completed:  
Electrical, Mechanical (example: pool heater)\*\***

#### OFFICE USE ONLY

**Above Ground: \$68.00**

**In-ground: \$135.00**

**Pool fencing permit: \$50.00**

\*Does not include decks, misc., electrical outlets

<b>PERMIT FEE:</b>	
<b>PENALTY FEE:</b>	
<b>TOTAL FEE:</b>	

## **REQUIRED INSPECTIONS**

No work shall begin until you have received your permit approval by the Sangamon County Department of Building & Zoning.

1. Zoning inspection needed after pool and fence construction is staked out. A permit will be issued and work may begin after a zoning inspection has been done and approved and all required submissions have been received.
2. Electrical bonding inspection must be approved **before** any backfilling is done.  
***Note: Metal fencing will require an electrical bonding inspection.***
3. Final pool installation inspections will require electrical and building approvals for the pool and fencing when all systems are installed and functioning as designed.  
***Note: The swimming pool cannot be filled with water until after all fences, gates and door alarms have been installed and are in operating condition.***
4. Re-inspections for corrective work must be completed prior to covering or concealing.
5. Other inspections may be required for your situation. Please contact our office, if you have further questions. **(217) 753-6760**

**Covering or concealing any of the above referenced work with permanent construction (concrete, sheetrock, paneling, brick, siding, etc.) will not relieve Owner/Contractor from securing those inspection.**

**All finals must be inspected and approved before a Certificate of Compliance will be issued. The pool is prohibited for use until the Certificate of Compliance is granted.**

**2006 IRC Section R109.3 Inspection requests:** It shall be the duty of the permit holder or their agent to notify the building official that such work is ready for inspection. It shall be the duty of the person requesting any inspections required by this code to provide access to and means for inspection of such work.

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Owner's Signature	Owner's Printed Name	Date
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Owner's Signature	Owner's Printed Name	Date
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Contractor's Signature	Contractor's Printed Name	Date
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Sangamon County Building & Zoning  
**ELECTRICAL APPLICATION**  
Room 213, 200 S. Ninth Street, Springfield, IL 62701  
(217) 753-6760 or (FAX) 535-3194 [zoning@sangamonil.gov](mailto:zoning@sangamonil.gov)

**FOR OFFICE USE ONLY**

PERMIT#: \_\_\_\_\_

PARCEL#: \_\_\_\_\_

ZONING: \_\_\_\_\_

**OWNER INFORMATION**

Name: \_\_\_\_\_

Address/Zip: \_\_\_\_\_

Phone#: \_\_\_\_\_

Email: \_\_\_\_\_

**ELECTRICAL CONTRACTOR**

Name: \_\_\_\_\_

Address/Zip: \_\_\_\_\_

Phone#: \_\_\_\_\_

Email: \_\_\_\_\_

**PROJECT MANAGER**

Name: \_\_\_\_\_

Address/Zip: \_\_\_\_\_

Phone#: \_\_\_\_\_

Email: \_\_\_\_\_

**PROJECT INFORMATION**

Project Address or Parcel #: \_\_\_\_\_

**Fixture:**

**Quantity:**

**Fixture:**

**Quantity:**

Panel Size		Plug Receptacles	
Sub Feeder Size		Smoke Detectors Circuits	
Motors		GFI Outlets	
Ranges		Lighting Fixtures	
Air Heaters		Attic Fans	
Baseboards		Illuminated Signs	
Dryer		Other Circuits	
Water Heater		Pool Pumps	
Ceiling Fans		Spa	
Ceiling Outlets		Other	
Switches			

## SCOPE OF WORK & PROJECT COST (materials & labor)

Please Explain Details:

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Applicant Signature

Applicant Printed Name

Date

Applicant is: ☐ Building/property owner ☐ General Contractor Representative ☐ Tenant  
☐ Other \_\_\_\_\_

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## OFFICE USE ONLY

**\*Electrical Application Fee is Included in the Pool Application Fee.**